

# How to Succeed With Volunteers-In-Parks

60-Minute Module Series

## RECOGNITION

### Training Guide

#### TRANSPARENCIES

**National Park Service  
Volunteers-In-Parks Program**



## **Guide to Transparencies**

- T-1:** Learning Objectives
- T-2:** Recognition - Personal Experiences
- T-3:** Key Concepts
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# Learning Objectives

- Discuss the power of recognition in your own lives
- Identify personal and organizational barriers to giving recognition; propose solutions
- Explore ways of giving formal and informal recognition in their organizations
- Review essential guidelines for giving effective recognition

# **Recognition: Personal Experiences**

**Think about volunteer  
recognition in your life**

- What kind have you received?
- How meaningful was it?

# **Key Concepts**

## **Concept 1**

Recognition is an ongoing, integral part of the management process.

## **Concept 2**

Recognition can be formal or informal and can be given often.

## **Concept 3**

The success of recognition is measured not by the giver, but by the receiver.

## **Concept 4**

Recognition can be creative and fun and is best when it's personalized.

# Barriers to Recognition

- Are there any organizational barriers to giving positive feedback and recognition to your volunteers?
- If so, what are the barriers?
- How can we overcome them?

# Formal Recognition

## Major values:

- Building community spirit among volunteers
- Publicly recognizing volunteers
- Attracting other volunteers to join

# Formal Recognition

## Cautions:

- Thinking they replace daily “thank yous”
- No personal presentations
- More costly - some volunteers object
- Inflexible programs only have meaning to old-timers
- Some volunteers do not like public recognition



# **Informal Recognition**

**Major Values:      Cautions:**

# When to Recognize

- When the volunteer signs up on the first day
- Monthly or yearly basis
- End of project
- Whenever it feels right
- When the volunteer leaves the organization

# **The “PAT” Principle of Volunteer Recognition**

**The success of any form of  
recognition is measured not by  
the giver, but the receiver.**

## **Personal**

Recognition must be felt by each person being recognized.

## **Appropriate**

Recognition must match the accomplishment and the volunteer.

## **Timely**

Recognition must be given as soon after the achievement as possible.